

# **CURRICULUM VITAE**

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## **Profile overview:**

**RESEARCH PROFESSIONAL HAVING FIVE YEARS OF WORK EXPERIENCE IN SOCIAL RESEARCH AND INTERNATIONAL DEVELOPMENT PROJECTS IN INDIA.**

## **Educational qualifications:**

<b>Name of course/ examination</b>	<b>Board/University</b>	<b>School/ College attended</b>	<b>Year of Passing</b>	<b>Percentage of marks</b>
1. Indian Certificate Of Secondary Education Examination (ICSE)	Council for the Indian School Certificate Examinations (CISCE)	St. Joseph and Mary's School, Kolkata	2008	75.50
2. Indian School Certificate Examination (ISC)	Council for the Indian School Certificate Examinations (CISCE)	St. Joseph and Mary's School, Kolkata	2010	76.00
3. Bachelor of Arts.BA (Hons.) in Sociology	University of Calcutta, Kolkata, India.	Ashutosh College	2013	54.00
4. Certificate in Fundamental in Computer applications (CFCA)	Jadavpur University, Kolkata, India.	Special Education &HEPSN Cell.	2013	75.50
5. Masters (M.A) in Sociology;	Presidency University, Kolkata, India.	Department of Sociology	2013-15	69.00; GPA: 7.5 on a scale of 10
6. UGC NTA NET	UGC NET	Sociology	2019	64.00 percent  98.44 percentile.

**Competencies and deliverables:**

- Leadership and Innovation: Assumes leadership roles and responsibilities to achieve project and organizational goals, puts forth public image and firm’s repute as core accountable in challenging scenarios
- Technically sound and interceptive to relevant area of work. Strong understanding of relevant analytics and able to juggle with multiple research approaches to bring about intended findings.
- Collaboration and Team-Player: Inclusive mindset, channelizes best of every contributor in the team to leverage consistent collective productivity, over time.
- Understands and communicates strategic objectives in a functionally viable manner.
- Coordinated and flexible in terms of adapting to changes, consistent towards producing user-friendly results in terms of quality, economy and workability.
- Strategic work programmer to attain specific, measurable, realistic and timely objectives.
- Generate new ideas and apply to new situations: Continuous self-improvement and experimental outlook.
- Smart Decision Ability: Effective analytical and decision-making prudence, organizes cost effective remedies, mobilizes appropriate resources- financial, human and technological to set up work-plan that meets the targets.
- Perseverant and determined even in most challenging of situations. Takes risks with correct foresight and backup plan.

**Skills and Aptitude:**

Monitoring and Evaluation of multiple topical areas of study.	Project Management and Coordination	Policy Study and Review	Respondent Management (Consulting, Interviewing, Focus Group Discussion, Comparison Group)
Critical thinking and epistemological understanding	Risk assessment and post-disaster risk reduction and rehabilitation	Analytical writing	Client Management, Vendor Management and strategic business networking
Experience in working with big data	Statistical Analysis and interpretation	Sociological research skills in problematizing contentious and critical issues.	Communication, Team management and mobilization of collective competencies.

### **Areas of work experience:**

- I. **Consumer Studies:** Consumer welfare, Consumer protection and best practices, Alternative Dispute Redressal (ADR), Rural and Urban consumer.
- II. **Management:** Organizational Behavior, Strategic Management, Public Policy and Administration.
- III. **Social Work:** Humanitarian response, Relief and rehabilitation. Women and child development, Gender Issues.
- IV. **Public Health:** Women health and Nutrition, Crime and Violence against women, Female Suicide in India, Centrally Sponsored Schemes on women specific health issues.
- V. **Labor Studies:** Cadre review, Staffing Norms, Recruitment Rules, Workload assessment, Promotion rules, cadre restructuring (with special focus on Central Government Schooling system, Kendriya Vidyalayas)

### **Areas of academic interest:**

Urban Sociology, Gender studies, Sociology of Families, Philosophy and Methodology of Social Sciences, Religion and Social Anthropology.

### **Computer skills:**

Currently undergoing skill enhancement training:

MS Office. Excel (Pivot, LookUP), PowerBI (working knowledge), Google spreadsheet, Adobe applications.

UX Design research (working knowledge)

### **Work Experience:**

Designation	Institute/ Organization	Description of Duties	From	To
Freelancer Consultant	Not applicable/ Independent clients and private firms	Research, Consulting, Report Writing, Advisory, Business Development	15/08/2023	Present
Associate/ Part- time	CenTRA	Business Development, Consulting	23/09/2021	Present
Manager- Business Development	Sambodhi	Writing RfP, RfQ for eminent social sector projects, scouting for collaboration and opportunities, documentation, paperwork and	18/04/2022	15/07/2022

		research.		
Senior Program Officer- Short Term/ Training	Fiinnovation	CSR proposal development, Monitoring and Evaluation and Impact Assessment for CSR related projects	13/09/2021	03/10/2021
Program Officer	OnionDev Technologies, Gram Vaani	Research, Project Management and Coordination on public health (mHealth) and community development projects, specially focusing on COVID-19, under USAID, Jhpiego and State Government of India.	23/12/2020	13/08/2021
Research Analyst/ Project Coordinator	Durgapur Rabindrapally Sarvodaya Samiti- a registered NGO of Sarva Seva Sangh, Maharashtra.	Research and Analysis, Program and Project Implementation, Campaign, Awareness, Social Mainstreaming and Upliftment work. (Influenced by lock-down and COVID outbreak)	15/01/2020	17/12/2020
Consultant- Research	Institute of Secretariat Training and Management (ISTM)	Undertaking research and analysis activities, preparing proposals on projects with special emphasis on women issues, public health and nutrition, government schemes for women health, social justice and human rights for	26/09/2018	26/09/2019

		<p>SC/ST communities and other marginalized groups etc. Coordination with different stakeholders and institutions for consultancy assignments in the field of research, training and governance; Working as a team member of a work study on government cadre-restructuring of non-teaching staff of select Regional Offices and Schools of KVS (Kendriya Vidyalaya Sangathan);</p> <p>Coordination and management of publication and research-oriented works under ISTM Journal of Training, Research and Governance.</p>		
Sr. Executive-Research	Jaipuria Institute of Management, Noida.	Business Development, Proposal Preparation, Academic and Student support, Research and general administration.	07/02/2018	29/06/2018.
Research Officer	IIPA (Indian Institute of Public Administration), New Delhi	Conducting field research from planning, research design, data collection, compilation and processing,	22/12/2016	21/12/2017

		analysis to report preparation of various projects. Broad areas of work included Consumer Protection and Welfare, Alternative Dispute Redressal, Assessment and Impact Evaluation. Projects were under the Department of Consumer Affairs, Ministry of Consumer Affairs Food and Public Distribution, Government of India.		
Trainee Teaching Associate (TTA)	Indian Institute of Management (IIM) Calcutta	Research oriented assistance for faculty members of different schools, coordinating research and literature review of select papers as assigned by faculty, ensuring class participation, exam paper evaluation and correction, invigilation duties during exams, etc.	06/06/2016	27/09/2016

*\* Presently involved in freelance consulting and research activities with independent clients.*

*\* Break from October 2021- April 2022 due to training programs, learning and development*

**Training and Workshops attended:**

- i. Staff Development Program 'Towards a New Horizon' 10-12<sup>th</sup> May 2018, a three-day intensive capacity building program for academic and nonacademic staff members conducted by Jaipuria Institute of Management, Jaipur at Jaipur, Rajasthan, India.

- ii. 'Consumer Go Safely Digital' May 2017: ToT (Training of Trainers) program conducted by Google India for towards understanding methods and digital approaches ensuring consumer awareness and protection.
- iii. First International Conference on Consumer Protection of South, South East and East Asian Countries with the theme "Empowering Consumers in New Market": International summit of South and East Asian countries and the US conducted at Vigyan Bhawan, New Delhi.
- iv. Conference on Indian Consumer welfare conducted by Department of Consumer Affairs, Government of India in association with Shaping Tomorrow. The event was jointly conducted by ACCC (Australian Competition and Consumer Commission); USFTD (United States Federal Trade Commission and the Ministry of Consumer Affairs, Food and Public Distribution, Government of India.

### **Paper Presentations at Conference and Seminars:**

- i. ***"Air Culturology Decoded: A SOCIOLOGICAL ANALYSIS OF OUTLOOKS AND PERSPECTIVES TOWARDS AIR TRAVEL"***; a research work presented at "An Orientation Programme on Globalization, Crisis and Public Policy" a joint initiative by Mahanirban Calcutta Research Group and RabindraBharati University, 2015.
- ii. ***Knowledge: A tailored patent of a "class-consciousness" of the University***; paper presented at Project E-QUAL: Breaking Boundaries: Interdisciplinarity, E-learning and Universities without Walls, Second Academic Conference arranged by Jadavpur University, British Council, Kolkata and European Commission; January 7,8<sup>th</sup> at Ramkrishna Mission Institute of Culture, Golpark, Kolkata.
- iii. ***Ain't I A Woman? : Black Women and Feminism; a book review of Afro-American feminist writer and activist Bell Hooks***; paper presented at a 2 day international conference 'E-CONFERENCE, 2016' organized by Department of Economics, Burdwan University, West Bengal on 25-26<sup>th</sup> February, 2016.
- iv. ***Dalit: The other face of humanity; a study on how the newly emerging 'Dalit Discourse' is situated as a part of the exclusionary regime of mainstream caste discourse***; a research study presented at a 2 day conference 'Young Researcher's Conference on Critiquing Caste in/ as Dalit Literature' organized by Department of English, Presidency University, Kolkata on 8-9<sup>th</sup> March, 2016.
- v. ***Swept Off! A study on how notions of religion and caste are negotiated among manual scavengers in India***: a critical sociological analysis presented at 2- day National Seminar "Swachh Bharat Mission: Implications for Public Health and Sanitation, sponsored by ICSSR, New Delhi at Indian Institute of Public Administration (IIPA), New Delhi.

### **Research projects done:**

- i. ***Learning: A new experience***: A study on perceptions about education as a practice and the efficacy of schooling in a tribal community of Durgapur, West Bengal.

- ii. ***Mall-Culture in India:*** A brief Sociological study on the effects of shopping malls on the culture of socialization among people.
- iii. ***Mirror Mirror on the Wall! Who is the Ideal of them all?*** A documentary made on attitudes and interpretations of gender-specific notions of beauty, marriage, dress, interpersonal and conjugal relations about young women and men in Kolkata, India.
- iv. ***Post-graduation Dissertation:*** “Air Culturology Decoded: A sociological analysis of outlooks and perspectives towards Air Travel”.
- v. ***Study on “Consumer Satisfaction and Grievance Redressal in e-Commerce”:*** Research project on analyzing perspectives and outlooks of a wide range of consumers comprising of students, children and working professionals on online shopping habits, e-commerce transactions, consumer satisfaction over redress approaches and online fraudulence in the Indian context. The project was sponsored by the Department of Consumer Affairs, Ministry of Consumer Affairs, Food and Public Distribution, Govt. of India. The study was undertaken by the Centre for Consumer Studies, IIPA.

### **Professional Achievements:**

- i. Successfully conducted extensive fieldwork at IIPA (5000 respondents) for an e-commerce project under the Ministry of Consumer Affairs, Govt. of India, 2017.
- ii. Smart Consumer App (IIPA/ FSSAI): A study on review and technical audit of over 1000+ types of FMCG commodities registered through FSSAI and other bodies to track product registration, mfg. pkg. and expiry details, through a BarCode scanner app, developed by Department of Consumer Affairs and Govt. of India and IIPA for fostering digital empowerment and consumer awareness.
- iii. Understanding Spurious and Adulteration in FMCG products (IIPA): Extensive Research and Documentation on duplicate products market in India and their implications of consumer rights violation and best practices
- iv. Provided student counselling and admission assistance, career advice and academic help in the disciplines of Behavioral Sciences (BS) under the Post Graduate Programme (PGP) of IIM Calcutta  
  
Conducted ‘MANGAMES’ (Management Games) sessions under the discipline of Strategic Management at IIM Calcutta.
- v. Conducted Faculty Development Workshop on Research Methodology in Social Sciences among the Institute’s faculty body.  
  
Organized Lean Six Sigma training sessions among the PGDM students.

Organized consultations on various research and management development programs in the area of Marketing, Finance, Human Resources, Strategic Management etc.

- vi. Successfully submitted a special work-study report on cadre review and restructuring in Kendriya Vidyalaya (KV) government schools PAN India, 2019.
- vii. Published the First Journal of ISTM (ISTM Journal, 2019).
- viii. Successfully concluded 1st phase of Nishtha Swasthya Vaani (a mHealth monitoring project with special focus on COVID response and help, rural empowerment, family planning, local socio-economic situations) in collaboration with Jhpiego and USAID in 2021.

The project was operational in four odd (under-performing districts) of Madhya Pradesh, India in terms of health index indicator and HDI) and one district (Ranchi) of Jharkhand state, India. The project was critical in deriving field insights and undertaking corrective action in awareness generation, capacity building, healthcare assistance, social and civic needs of various ethnic communities, especially ones challenged by the aftermath of the pandemic and the second wave of COVID in 2021.

- ix. Successfully conducted community mobilization, fieldwork and intensive survey on ICRG (Infrastructure for Climate Resilient Growth)/ DFID (UK) study in association with PHIA Foundation (Implementation Partner) in interior villages around Sehore, Madhya Pradesh, India to facilitate understanding of sustainable livelihood development, climate resilient practices, water paucity and water-use, agricultural development and associated socio-economic development indicators. The field team developed immediate and long-run sustainable solutions toward solving villager's challenges in the wake of climate change and occupational loss. Special focus on implementation of CRISP-M tool for geo-tagging and planning of climate-resilient infrastructure and facilities based on soil profile, weather patterns, water and livestock availability in remote locations of Madhya Pradesh.

### **Professional Membership:**

Indian Sociological Society (ISS) - Ordinary Member. (Membership No. O/SM-M-011082019)

### **Professional Certification(s):**

Certificate course on **Customer Relationship Management (CRM)** from **Great Learning Academy**.

Certificate on **Data Analytics- Introduction** (Processes and Basic Applications/ Beginner Level) from **Simplilearn**.

Short term course on **Transparency, Accountability and Ethics in Public Institutions** from **UNITED NATIONS Department of Economic and Social Affairs (UNDESA), United Nations**.

**Core Skills Test (English Language)/ C-1 Advanced**, Professional qualified (Score- 535) from **British Council**.

**Languages Proficiency:**

English: Fluent; Bengali: Native; Hindi: Fluent.

**Personal Details:**

**Address(es):** C-1/41, DLF Dilshad, Extension-2, Bhopura, Ghaziabad-201005 (DELHI/NCR)

233, Lake Gardens, Kolkata-700045, West Bengal, India. **(I travel between the two locations from time to time based on personal and professional reasons)**

**Race:** Asian (Indian).

**Nationality:** Indian.

**Religion:** Hinduism

**Marital Status:** Single.

**Date of Birth:** 17<sup>th</sup> of December 1990.

**Social Profiles:**

**LinkedIn:** <https://www.linkedin.com/in/arjun-rudra-71aa3216b/> ; **Skype:** Arjun Rudra.